

DEVELOPER-INSTALLED WATER MAINS SEATTLE PUBLIC UTILITIES

CHECKLIST FOR DEVELOPER/OWNER

After reviewing a building permit application or shortplat application, SPU may issue a Water Availability Certificate specifying what changes to the water system need to be made by the developer to serve the proposed project.

I. Contract, Fees, Surety and Easements

If SPU has required the developer to install a water main or other change to the water distribution system, then to obtain an approved Water Availability Certificate, developer/owner must submit an executed property owner contract and payment of charges specified in contract to SPU. The contract will be prepared by SPU.

Following that, the developer/owner has the following responsibilities:

- Provide the signed and notarized transfer of ownership for the facility to be installed for future SPU ownership.
- Submit a surety instrument to SPU. See the information sheet on Surety Instruments for options for fulfilling this requirement and see the Property Owner Contract for the amount of surety required. Exceptions: If the developer is a governmental entity, no surety instrument is required. If developer submits surety instrument to Seattle Transportation due to concomitant roadway project, no separate surety for water main is required.
- Submit easement documents, if needed, accordance with the information sheet pertaining to easements.
- Provide SPU with written, signed acknowledgement of any contributions made toward the facility installed by the developer from any property to be served from the developer installed segment of the water main.
- In Shoreline, the developer/owner will obtain the street use permit and submit to SPU.

II. Water Main Design; Plan Review and Approval

- Hire a licensed Civil Engineer to design the water main or other water facility to be installed and owned by SPU.

- Plans go through two, sometimes three, submittals and review prior to final approval by SPU. Engineering notes and requirements are listed in the information sheets prepared for the engineers in this packet.
- King County Fire Marshall approves plans for projects outside of Seattle city limits.

III. Preconstruction and Construction

- Hire a licensed contractor for construction of the water system improvement and will inform SPU of the contractor's name, address and phone number.
See Contractor information sheet for more detailed information about insurance and other information needed from the developer contractor.
Developer/Owner's contractor will perform location and grade survey and provide grade sheet(s) (unless project goes through Seattle Transportation Department).
- **There is a 2-week lead-time between request of preconstruction meeting and the meeting.**
The request for a Preconstruction Meeting will be made by the SPU Project Manager only when **all** applicable requirements have been satisfactorily received.
Developer/Owner's contractor must attend the preconstruction meeting scheduled by SPU to discuss the construction schedule, standards, requirements, and start date.

IV. Post Construction of Water facility

When a Final Completion Notice is issued by SPU, SPU will release the surety instrument and either bill or refund any over-payments of deposits for estimated charges.